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# Facilitating Online 2010

**Facilitation is a rare and valuable skill to have. It is a service that is often used in conferences, debates, panels and tutorials, or simply where groups of people are meeting and need someone to help negotiate meaning and understanding, and to keep everyone engaged and on task.**

## THE COURSE IS AIMED AT:

- businesses who want to know how to make the best use of online communication tools for meetings, conferences, seminars and workshops
- non-profit organisations who want to know how to facilitate online networks and communities, events and campaigns
- teachers who want to know how to facilitate online learning

The course has three phases which will allow you to dip in and out of the course according to your particular learning needs, starting 19 July 2010. Full details can be found on the course website: [http://wikieducator.org/Facilitating\\_Online](http://wikieducator.org/Facilitating_Online)

## COURSE PREPARATION:

You must have access to a computer, Internet and headset with microphone.

For further information please contact the course facilitator Sarah Stewart: 0800 762 786, [Sarah.Stewart@op.ac.nz](mailto:Sarah.Stewart@op.ac.nz)

## COURSE WILL INCLUDE:

Effective use of online communication tools such as blogs, wiki, Twitter, Facebook and web conferencing to facilitate online events, communities and networks. You will receive practical experience with using online communication tools and be supported to facilitate an online event.

## DATES AND TIMES:

The course starts on 19 July 2010 and runs until 26 November.

The course is online including:

- asynchronous activities that you can do at any time
- synchronous activities that occur at a time that is negotiated with you.

## FEES:

Participation in this course is free. However, if you think you will benefit from receiving focused and personalised learning support, assessment services, or formal credits for course completion, please consider enrolling as a formal participant.

Domestic (approx): \$390.00 Level 5, 10 Credits

Elective Course for Graduate Certificate in Tertiary Learning and Teaching (Level 7)

For more information about formal enrolment please contact Catherine Lindsay: 0800 762 786, [Catherine.Lindsay@op.ac.nz](mailto:Catherine.Lindsay@op.ac.nz)

**\*DISCLAIMER:** While every effort is made to ensure that this sheet is accurate, Otago Polytechnic reserves the right to amend, alter or withdraw any of the contained information. The fees shown in this document are indicative ONLY. Both domestic and international fees are subject to change and are dependent on the development and implementation of Government policies. Please note that additional fees may from time to time be required for external examination, NZQA fees and/or additional material fees.

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